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(When Filled In)

5X1A

REQUEST FOR AUTHORIZATION OF OVERTIME AND HOLIDAY WORK

TO:

Comptroller

FROM:

Chief, Operations & Liaison Branch, FD
PAY PERIOD

ALLOTMENT SYMBOL

ESTIMATED NUMBER

25X1A

| BEGINNING | ENDING | HOURS | EMPLOYEES |
|--------------|--------------|-------|-----------|
| 14 May 1962 | 26 May 1962 | 40 | 5 |
| 28 May 1962 | 9 June 1962 | 40 | 5 |
| 11 June 1962 | 23 June 1962 | 40 | 5 |
| | | | |

JUSTIFICATION

INDICATE, CONCISELY BUT ADEQUATELY, PURPOSE FOR WHICH OVERTIME IS TO BE USED, TYPE OF PERSONNEL INVOLVED (e.g., clerical, professional) AND REASON WORK CANNOT BE ACCOMPLISHED WITHIN 40 HOUR WEEK. (Do not include Operational Detail)

This overtime is necessary because of accountings on hand to be audited.

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 ORIG COMP 38 DM 16 TYPE 01
 ORIG CLASS E PAGES 1 SEY GLASS C
 JUST 22 NEXT REV 2010 AUTH NR 70-2

| | | |
|------------------------------|--|-----------------|
| DATE | TYPED NAME AND SIGNATURE OF SUPERVISOR (if applicable) | |
| 25X1A9a 22 May 1962 | Chief, Operations and Liaison Branch | |
| CONCURRENCE (if applicable) | | AUTHORIZATION |
| TY <i>[Signature]</i> | TYPED N <i>[Signature]</i> | IAL 25X1A |
| DATE CONCURRED | | DATE AUTHORIZED |